## APPLICATION FOR U.S. GOVERNMENT SHIPPING DOCUMENTATION/INSTRUCTIONS

(See Instructions and Legend on back before completion)

TYPE OF APPLICATION (X all that apply)

GOVERNMENT BILL(S) OF LADING

DOMESTIC ROUTE ORDER

EXPORT OR FMS SHIPMENT

Form Approved
OMB No. 0704-0250
Expires Dec 31, 1999

The public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0250), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

collection of inform	nation if it does not	display a curr	ently valid O	MB control numb	er.						_		
PLEASE DO N	OT RETURN YO	OUR COMPL	ETED FO	RM TO THIS A	DDRE	SS. SEN	ID YOUR COM	PLETED FORM TO 1	THE APPROPRIAT	E TRANS	PORTA	TION OFFICE.	
Name and Address of Transportation Officer providing shipping instructions) (Include ZIP Code)						Y ID NO.	4. FROM (Name and Address of Contractor) (Include ZIP Code)						
							ATION NO.						
5. DESTINATION (Name and Address) (Include ZIP Code)					6.	SPLC (E	Destination)	8. ORIGIN (Name and Address) (Include ZIP Code)					
					7.	SPLC (C	Origin)						
9. CONSIGNEE (Name and Address) (Include ZIP Code)				10.	. DODA	AC	12. SHIPPER (Name and Address) (Include ZIP Code)						
					11.	. CAGE	CODE						
13. MARKS AND ANNOTATIONS					14. DATE :		HIPMENT BLE (YYYYMMDD)	15. REQ. DATE NATION (Y		_	16. TP		
	OAD OR TRU		INDICAT	E TYPE AND	SIZE	Ξ	18. SPECIA	L ROUTING CON	DITIONS		l		
19. RAIL CAF	RRIER SERVI	NG					c. PRIVATES	SIDING (X if applicab	le or indicate neare	est point of	deliver	y)	
a. CONSIGNOR SCAC					;	SPLC					,		
b. CONSIGNEE SCAC					;	SPLC							
20. HAZARD	OUS MATERI	ALS (X an	d comple	te as applica	ble)								
	SHIPMENT DOI		NTAIN	INITIALS	t	o. THIS SI	HIPMENT CON	TAINS HAZARDOUS	S MATERIAL.				
	RDOUS MATE		DATA		(	1) PSN			(2) UN/NA No	-			
	IER AND COI			1		DE	SCRIPTION OF	COMMODITY		WT.	DED	CUBE PER	
					o., Freight	t classification in	cluding UFC/NMFC	luding UFC/NMFC Item No.) imensions in INCHES.)			PKG/COS (Feet) f.		
g. TO	TALS												
22. CONTRA	CT (PII) NUM	BER			_		23. FOB CO	NTRACT TERMS	24. FOB PO	INT (City	and S	State)	
25. REQUES	TER						·		·				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial) b. TELEPHONE N SION (Include A						c. SIGNATU	RE		C		SIGNED (MMDD)		

26. REMA	RKS										
		To be c	completed by	Transportation Officer							
27. CARRIER(S) OR ROUTING(S)				28. TARIFF OR TENDER NO. AND DATE			29. ROUTE ORDER/RELEASE NO.  30. TRANSPORTATION FUNDS				
										31. FREIG	SHT RATE SPECIALIST
a. SIGNATURE				b. TELEPHONE NO. (Include			c. DATE SIGNED (YYYYMMDD)				
			Area Code)								
LEGEND											
CAGE	Contractor and Government Entity IPG Iss		Issue Prior	ity Group	TP		Transportation Priority				
CONUS	Continental United States	NSN	National St	ock Number	UN/NA		United Nations/North America				
cos	Containers	PII	Procureme	nt Instrument Identification	UFC/NMFC						
DODAAC	DoD Activity Address Code	POE	Point of En			National Motor Freight					
FAS	Free Alongside	PSN		pping Name			Classification				
FMS	Foreign Military Sales	SCAC	Standard C	Carrier Alpha Code							
FOB	Free On Board	SPLC	Standard Point Location Code								

## **INSTRUCTIONS FOR COMPLETION OF DD FORM 1659**

## GENERAL.

This form will be used to obtain: (a) Government Bills of Lading under FOB origin contracts, (b) a Domestic Route Order under FOB origin contracts, (c) an Export Traffic Release regardless of FOB terms, or (d) FMS shipment instructions, in compliance with DoD regulations and procedures. Prepare separate forms for each contract/purchase order or destination.

To ensure that shipments are accomplished in accordance with contract delivery schedule, application(s) should be submitted in duplicate, at least 10 days in advance of actual shipping date,

to the Transportation Office of the contract administering office. Applications must be submitted 15 days in advance for FMS shipments.

To avoid excess cost, do not order or load carrier's equipment until routing instructions are received.

Export shipments require marking in accordance with MIL-STD-129, "Marking for Shipment and Storage." Markings should not be applied until complete and accurate shipment information has been provided by the Transportation Office.

Items 1, 3, 4, 24, 25, and 27 through 31 are self-explanatory.

- 2. Leave blank. The transportation office will complete if necessary.
- 5. Enter the city, town or point, state and ZIP Code, according to the shipping mode when the destination is located in CONUS. Show the address found in the contract if the destination is overseas. Identify a water terminal only when the contract terms are FOB/FAS Port.
- 6. Specify the SPLC, if known, for the CONUS destination shown in Item 5. Leave blank for overseas destinations.
- 7. Enter the SPLC for the origin point in Item 8.
- 8. Designate the actual location where shipment will be tendered to a carrier.
- 9. Enter the name and address of the ultimate consignee shown in the contract. Do not show a POE.
- 10. Record the 6-digit DoDAAC assigned to the ultimate consignee as found in the contract. The DoDAAC should be identical to the one which will be recorded in Item 13, DD Form 250.
- 11. Annotate the CAGE Code assigned to the actual shipper. Show the CAGE Code for a packaging facility if the shipment will be tendered at that location.
- 12. Enter the name of the actual shipper, prime or subcontractor as appropriate, and address if different from Item 8.
- Identify data shown in the contract which affects marking, transportation, delivery, and export of packages or shipping containers.
- 14. Specify the earliest date your shipment can be tendered to a carrier.

- 15. Enter a date only when specific instructions indicate the shipment must be delivered on or before that date.
- 16. Indicate the TP or the IPG for the shipment as stated in the contract or shipping instructions. If not available, leave blank.
- 17. Enter type and size of equipment needed to accommodate a full load.
- 18. Enter any special handling or protective instructions required for hazardous, sensitive, or classified material, temperature limitatons, fragility, etc. FOR TRANSPORTATION OFFICES: Add transit information for a route order request, if appropriate.
- 19. Show the rail carrier including the SCAC serving the origin point. FOR TRANSPORTATION OFFICES: Complete consignee information when applicable.
- 20. The appropriate statement MUST be marked. If shipment contains hazardous material, enter PSN in accordance with 49 CFR, Section 172.101 and UN/NA number(s).
- 21. Enter data as described. Totals in line g. must describe entire shipment. Include unit of packaging in column b.; e.g., "30/COS." Be sure to state dimensions in INCHES.
- 22. Enter the PII number. Specify also the delivery order number when added to the basic contract or the shipping authority when different than the contract.
- 23. Indicate the FOB term (origin, destination, etc.) as stated in the contract.
- 26. Record necessary data not otherwise shown. If the application covers multiple shipments, specify the number of the shipments, total weight and cube for each shipment, transportation priority, and dates shipments will be available.